

LETTER OF AUTHORIZATION

11/14/2025

Madison County Tax Assessor

Attn: Norman Cannady, JR.

171 Cobblestone Dr.

Madison, MS 39110-9197

Dear Norman,

This Letter of Authorization ("LOA") will confirm the request for the following printing services at the price(s) indicated below:

Personal Property Renditions-Statement Style

Description	Pricing**
1. #10 Generic Double Window Envelope, white stock 2. #9 Generic Return envelope, white stock, printed in one color 3. 2-color, 2-sided, 8.5 x 11 notice, white stock. 4. Black variable data imprint to include County info 5. All processing, printing and mailing services therein	\$0.27 per notice**
Flats: When multiple notices are grouped into a single envelope, those groupings with 6+ notices must be inserted into a 9x12 envelope with a special, mailing cover sheet	\$1.00 per envelope
*pricing does not include Track and Trace or Variable QR Codes **pricing does not include postage.	
Set-up Fee Per Mailing	\$175.00
Postage will be included in Services Invoices after Notices have been mailed. Est. Number of PPR Notices: Est. Mailing Date: Est. Number of Blank PPR Notices Est. Shipping Date:	

Additional Services and Add-Ons

Description	Pricing	Initials for Approval
*Track and Trace	See attached information sheet	
*E-Register and E-Deliver	See attached information sheet	
PDF file of notices in a single file format	\$125.00 per mailing	
PDF File of notices as individual PDF's	\$125.00 per mailing plus \$0.01 per converted PDF notice	



We strongly encourage you to have your data files "process ready". Though not preferred, our Data Dept. can assist, should your data require calculations, modifications, re-writes, etc. If this is the case an additional fee of \$125.00 per hour will be reflected in the services portion of your DivCoData Invoice. Processing of additional data files due to client issues will incur additional charges. In some occurrences this may delay your expected mail date(s), please consult with your DivCoData Account Manager and/or Sales Executive.

The term of this Agreement will begin on the date of this Agreement and will remain in full force and effect for 24 months from the date of the Agreement, subject to earlier termination as provided in this Agreement, with the said term being capable of extension by mutual written agreement of the parties. In the event that either party wishes to terminate this Agreement, that party will be required to provide a notice period of 90 days.

Acceptance

Accepted: Diversified Companies, LLC (DivCoData)

By: Sarah Beth McCarter

Title: Sales Executive

Date: 11/14/2025

Accepted: Madison County Tax Assessor

By: *Norman A. Camacho Jr.*

Title: Tax Assessor

Date: 11/18/2025

Track N Trace[®]

Data Marketing Services Solution

Intelligent mail piece tracking for a smarter and more effective business

USPS[®] Informed Visibility[®] provides valuable mail piece information to efficiency-minded mailers. Track N Trace, DivcoData's mail tracking service, channels this technology to provide unbeatable mail piece intelligence and reporting.

Offering an intuitive interface with powerful reporting capabilities, Track N Trace leverages mail piece scan data for both outbound and inbound mail. These reports help you gain visibility into the mail stream, driving better performance across business operations.

Monitoring the progress and delivery of your outbound mailings helps you improve delivery effectiveness and timing. Monitoring the progress of your inbound mailings gives you notice of incoming Business Reply mail so you can optimize your operations and predict cash flow.

Track N Trace Delivery Confirmation (Outbound Mail)

Track N Trace collects step-by-step delivery information from postal facilities on your outbound mail pieces' delivery path, which is stored on a secure website. Monitor the progress of your mail piece, gauge the delivery effectiveness, and predict future performance by creating or downloading reports at your convenience.

From the power to identify weak links in the delivery chain to the ability to predict mail stream patterns, the information revealed by mail piece tracking can improve your business – and the more specific your data, the better. Track N Trace uses state-of-the-art USPS Informed Visibility technology, ensuring the most comprehensive and up-to-date delivery details are available when you need them.

Track N Trace Origin Confirmation (Inbound Mail)

Use TNT[™] Origin Informed Visibility to improve the predictability of inbound Business Reply mail pieces for your First-Class Mail[®]. Utilize DivcoData's advanced software reporting technology to track First-Class Business Reply pieces as the USPS scans them on their way back to your business. This visibility can be used to:

- Predict cash flow with more certainty
- Plan collection efforts
- Adjust staffing levels
- Streamline inventory management
- Drill down to single-origin mail piece
- Improve customer service experience

Track N Trace Reporting

Our powerful reporting engine allows you to conveniently check up on the mail stream progress of any job. Updates are posted multiple times daily to secure servers. Over 20 comprehensive reports that sort information by Date, NDC, SCF, State, and 5 Digit Zip are available to view on our secure website or schedule for download or email delivery.

A wide variety of download formats for your Track N Trace reports provide maximum presentation flexibility and detail, helping you quickly understand what pieces were scanned and at which locations. Additionally, you can customize your reports by exporting the data from Track N Trace and importing it into your favorite reporting tool.

How Can We Help?

DivcoData prides itself on our in-house, local customer support team, who are USPS certified. Need assistance? Never hesitate to give us a call at (800) 899-2017.

Key Benefits

- Uses USPS Informed Visibility to deliver end-to-end intelligent mail piece tracking and reporting
- Destination Informed Visibility with support for Full-Service ACS
- Origin Informed Visibility for Business Reply Mail supported via TNT file upload interface
- Track by mail piece functionality that allows you to troubleshoot missing pieces
- Advanced mapping and precision provide expansive performance reporting
- Report data can be archived and password-protected online, or downloadable into multiple file formats
- Reports can be scheduled in advance for automatic delivery via email
- Drill down into reports to go from scan-to-piece level detail in seconds
- A wide variety of built in reports that define both inbound and outbound mail processing, including:
 - Mail Piece Summary for inbound and outbound mail
 - Lost Mail Piece
 - Late Return
 - Delivery Statistics
 - Delivery Barcode Scan Summary
 - Delivery Exception
 - US Maps (Delivery Performance)
 - Service Bureau Usage
 - Data export feature for custom reporting
- Reduces uncertainty with mail delivery
- Compatible with First-Class, Standard Mail, and Periodicals

How Much Does Track N Trace Cost?

- 100,000 plus records = \$0.005 per record
- 50,000-99,999 records = \$0.0065 per record
- 20,000-49,999 records = \$0.01 per record
- 5,000-19,999 records = \$0.015 per record
- Under 5,000 = \$0.0175



Postage costs consuming your budget?

DIVCODATA has developed an easy and effective way to capture emails from your constituents for sending e-statements and reducing your postage cost for future mailings!

INTRODUCING

E-Register[®]

HOW DOES IT WORK?

Signing up for this service with DIVCODATA applies a variable QR code to the statement, allowing the recipient to opt in to e-statements. Once the QR code is scanned, they are directed to a website where the email address is double authenticated for accuracy, and important information from the printed statement is captured automatically. This connects the email to a particular name and info, registering it to the county, state, and bill number, parcel ID, etc. For subsequent mailings, DIVCODATA can segregate the uploaded database to send e-statements, saving on postage costs.

WHAT IF I ALREADY HAVE EMAIL ADDRESSES IN MY SYSTEM?

DIVCODATA can combine your email addresses in your database with the ones we capture to take advantage of the savings in sending paper statements.

COSTS:

Each campaign = \$125 plus \$.01 per variable QR code applied.
Each registered email address = \$.20

E-Deliver[®]

HOW DOES IT WORK?

E-Deliver takes the guesswork out of statement delivery. Once an email address is entered into the system and the statements are delivered via email, you will receive a report approximately five days after delivery that details when the email was sent, received, if it was opened, incomplete, or not delivered due to a change in email address. Our E-Register system double authenticates email addresses to help prevent problems in delivery.

The clear and concise email statement will contain all relevant invoice information just like the paper version, including location, amounts, payment options and how to contact your office should they have questions. This system will also help drive payees to your payment platform for quick and easy payments, too!

COSTS:

Each campaign = \$175 landing page set up
plus
E-Deliver Qty of 250-1499 = \$.15 per email
1,500 - 4,999 = \$.12 per email
5,000 - 24,999 = \$.09 per email
25,000 + = \$.07 per email

divcodataTM
PROCESS • PRINT • MAIL

CONTACT
AT

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